



CHECK YOUR TIMETABLE

All students in grade 9, 10, 11 and 12 must know their schedule **before** they return to school next week. Students should log into the [MyEducation Portal](#) (via computer or phone) late afternoon on September 2nd, 2023 to CHECK THEIR TIMETABLE.

INSTRUCTIONS

Instructions for students to check their schedules can be found [here](#). Instructions for parents to see student schedules can be found [here](#). If you are still having a problem accessing your MYED account, please email Sherry.Steinhauser@burnabyschools.ca

- **Remember, if you are checking your timetable on your phone, you must load the desktop version of the website. The 'Schedule' tab is not accessible on the mobile site.*

There will be NO HOMEROOM LISTS POSTED for Grs 9-12 at building entrances and NO TIMETABLE distribution in classes except for Gr 8s on Sept 6th. Grs 9-12, please print your timetable at home or save a picture of it to your camera roll for easy access.

Timetable Adjustment Requests:

Timetable adjustments will only be considered for the following reasons:

1. Students who are missing blocks
2. Students who have been scheduled into the wrong grade level of a course
3. Students who are in courses for which they already have credit
4. Students who have extremely unbalanced timetables (ex. 4 academics in one semester).

If one of the 5 situations above describes your timetable, please complete the Timetable Adjustment Form online that will be open and posted on the school website on the afternoon of Sept. 2nd, 2023. This online [Timetable Adjustment Form](#) must be completed by latest September 9th by 3pm.

Counsellors will advise you of your course change(s) VIA YOUR TEAMS EMAIL address. Please check your email regularly. Please continue to attend your scheduled classes until you hear from your counsellor. If you have not heard from your counsellor within 3 days of submitting the online form, please email or call your counsellor to check on the status of your request.

Counselling Team:

Ms. Westinghouse	Last Names (A – F)	Rosa.Westinghouse@burnabyschools.ca
Ms. Dhaliwal	Last Names (G-Le/ Indigenous)	Sonia.Dhaliwal@burnabyschools.ca
Ms. Jones	Last Names (Lf-S)	Rhannon.Jones@burnabyschoolcs.ca
Mr. Katsionis	Last Names (T-Z/ International)	David.Katsionis@burnabyschools.ca

PLEASE DO NOT LINE UP OUTSIDE STUDENT SERVICES for COURSE related questions or changes. Please fill out the online Timetable Adjustment form.

Thank you!

Timetable Adjustment Form QR Code

